

TERMS OF REFERENCE (TOR)

Consultancy Title	Small Grants Scoping and Validation Consultant
Project	The Girl Generation: Support to the Africa-led Movement (ALM) to end Female Genital Mutilation/Cutting Programme
Location of Assignment	Guna and Farta Woredas (Districts) within Amhara Region, Ethiopia
Duration	15 days
Languages	English, Amharic and any other local languages
About Options	
<p>We are a global team of experts and innovators tackling some of the world’s most pressing health challenges. We work with leaders and change makers around the globe to bring health strategies to life. We provide ideas, advice and technical know-how that enable our partners to build a path to lasting change.</p> <p>With 30 years’ experience in global health, we collaborate with our partners to explore existing evidence, combine expertise, scale up ideas and co-create solutions that accelerate change. This includes collaborating on policy design, managing initiatives, building powerful coalitions and galvanising social movements. Our impact is felt across whole communities, with a focus on women, girls and those who have been marginalised.</p> <p>As part of MSI Reproductive Choices, all our profits go back into supporting MSI’s own mission of children by choice, not chance.</p> <p>We believe in a world where everyone can access the high-quality health services they need, without financial burden.</p>	
Our Values	
<p>In line with our mission, we are committed to safeguarding the rights and welfare of our staff, partners, and the clients and communities we serve, and expect our team members to share our values and commitments. We are committed to the following principles:</p> <ul style="list-style-type: none"> • Our expertise delivers sustainable impact • Our work generates profit with a purpose • Through growth and learning, we find new ways to solve complex problems • We act with integrity, always • We are building a truly equitable workplace 	
Introduction and background	

The UK Government (Foreign, Commonwealth and Development Office - FCDO) has a vision of a world free from Female Genital Mutilation/Cutting (FGM/C) by 2030, in line with the SDGs. A programme has been established entitled 'Support to the Africa-led movement (ALM) to end FGM/C' to contribute to global efforts to achieve that vision. Following a co-creation period, programme implementation began in September 2021.

This programme will support and build the capacity of the ALM to end FGM/C at multiple levels and at scale, working in partnership with the rest of the FGM/C movement, complementing UN agencies (such as the UNFPA-UNICEF Joint Programme on FGM/C), Saleema initiative, other alliances (such as Girls not Brides etc.) and grassroots Civil Society Organisations (CSOs), women's and girls' movements, etc.

The programme includes two consortia working in close collaboration. Options leads a consortium including Amref Health Africa, ActionAid UK, Orchid Project, ACCAF and University of Portsmouth to implement the 'Support to the ALM to End FGM/C' programme. Population Council is implementing 'The FGM/C Data Hub: Data and Measurement Support to the ALM to end FGM/C'.

Community-based activities within the programme are focused in Gunna and Farta woredas within Amhara region in Ethiopia, with communications and advocacy activities taking place at region, national and international levels. One important output of the programme is the provision of small grants to build the capacity of grassroots women-led, girl-led, women's rights and youth-led organisations and activists to end FGM/C, given these types of organisations are often unable to access large formal funding mechanisms.

Options has previously led a small grants programme for grassroots end FGM/C projects in multiple countries in sub-Saharan Africa, as well as managing other grants programmes and providing technical assistance, networking and learning opportunities and capacity building to grantees. A number of tools, processes and systems therefore already exist, and a strategy and grants manual have already been written for this programme for Kenya. An initial cohort of grantee partners has been identified, trained and awarded funds already in Kenya. We are now rolling out the grants mechanism to Ethiopia.

However, the grants mechanism design needs to be further tailored and updated to reflect the context in Ethiopia: the needs and local context of potential grantees; and to take on board the most recent learning and evidence from the roll out of the grants in Kenya. We are therefore entering a period (February – March 2023) of refining and finalising the design of the small grants mechanism in Ethiopia, in consultation with consortium partners, our potential grantees, and other key stakeholders.

Objective

The objective of this assignment is to support the programme to refine and finalise the design of the small grants mechanism for Ethiopia, in a way that supports grantee partners to deliver effectively, does not create unnecessary additional burdens on them, and manages key risks. This will be achieved by:

- a. Undertaking a scoping exercise that will enable us to:
 - i. Understand the diverse priorities, needs and ambitions of potential grantees (a range of activists (including girls and young women), grassroots organisations, women's networks etc.) that we aim to support and collaborate with in our target regions.
 - ii. Map out potential grantee partners
 - iii. Identify potential grassroots organisations, movements, networks and

- stakeholders to derive members of local grants panels and other key stakeholders that the grants programme should engage with in Ethiopia
- b. Leading a consultative process to refine and finalise the grants mechanism to reflect the Ethiopia context
- c. Updating and revising the grants strategy and funding manual to reflect any agreed adaptations for the Ethiopia context

Scope

The assignment will take place as soon as possible after 6th February 2023 over a period of approximately one month. The grants mechanism design refinement and finalisation process is expected to build on the existing grant-making infrastructure and human resources at Options; the existing Kenya grants strategy and manual (making updates/revisions where necessary); findings from a recent political economic analysis and baseline study in Ethiopia; and other organisational parameters (e.g. around due diligence and risk management). The design must also be complementary to other key programme documents including the Theory of Change, overall technical design of interventions, and Results Framework.

The process must involve consulting with all key stakeholders including the programme leadership team, consortium representatives (in particular Actionaid), Options leadership/focal points (e.g. for financial matters), potential grantees and their representatives (including girls and young women) and FCDO.

The majority of the consultancy (including consultations) will take place virtually, however the consultant will travel to Guna and Farta regions to undertake face-to-face consultations with partners (approximately 5 days per region).

The Consultant will report to the Grants Lead

Main responsibilities

1. Desk review and kick-off

The consultant will ensure they are familiar with all key programme documentation (Theory of Change, Ethiopia political economic analysis, baselines, intervention designs, results framework, Kenya grants manual and strategy etc.) and the structure and key partners within the programme. The consultant will participate in a series of meetings/a kick off workshop to align expectations, clarify processes and share knowledge at the start of this design process. The consultant will receive a safeguarding briefing from the programme’s safeguarding lead.

2. Scoping exercise

The consultant will undertake a scoping exercise to capture the priorities, needs and ambitions of potential grantees (a range of individuals (including girls and young women), grassroots organisations, women’s networks etc.) that we aim to support and collaborate with. Identify potential grassroots organisations, movements, networks and stakeholders to derive members of local grants panels. Building on the findings of the sub-national political economic analysis, this exercise will highlight opportunities for grant-making, plus the constraints/challenges that these individuals, organisations and networks face. With this knowledge and understanding, we can then tailor grant making. Geographic focus is on Guna and Farta Woredas (Districts) within Amhara Region. Questions to be covered in this

scoping exercise may include (but are not limited to):

- What kind of activities do organisations and activities want to lead towards ending FGM/C and VAWG more broadly?
- What are their long-term aspirations?
- What challenges and barriers do they face? (in particular, in relation to accessing grant funding of this kind?)
- What level of funding (if any) are potential grantees used to receiving, through what mechanisms?
- What level of staffing and capacity do potential grantees have? Where are the likely capacity gaps (both skills and other key issues such as staffing, access to finance etc.) in relation to accessing and managing grant funding and implementing end FGM/C initiatives?
- What experience do potential grantees have of applying for, managing and reporting on grant funding?
- What challenges have they/are they likely to face in relation to applying for and managing grant funding?
- In which technical areas are potential grantees likely to require further support/training? (e.g. running effective campaigns or advocacy, safeguarding, social change communication, girl-centred and/or rights-based approaches)
- How well connected are potential grantees to one another or to other supportive structures? (e.g. local government administration, broader networks)
- What communications channels (internet, PCs, smartphones) do potential grantees have access to? What constraints should the design bear in mind? What other communications considerations does the design need to reflect? (e.g. around languages/literacy or disabilities)
- What recommendations would potential grantees make to potential grant makers? How might we help overcome some of the barriers faced? (e.g. simplifying processes, submitting spoken reports, providing technical assistance on specific areas such as evaluation)
- Which potential grassroots organisations, movements, networks and stakeholders might we derive local grants panel members from?
- What other grant makers are active in these geographic areas, in comparable fields? Are there opportunities for joint training/capacity building?

The findings from the scoping exercise will be synthesised into a report, including recommendations/implications and considerations for the adaptation of the grants mechanism.

3. Lead a consultative design process to make any necessary adaptations to the grants mechanism

This will be a consultative process (likely through a series of meetings and/or workshops), presenting the results and recommendations from the scoping exercise, and addressing key design questions, such as:

- What changes, if any, are required to the existing Grants Strategy and Manual for it to be fit for purpose for the Ethiopia context, in particular the needs and priorities of intended grantee partners? E.g.
- Is there more we need to do to 'right size' the application process and/or audit processes, whilst ensuring Options can adequately manage risk?
- How can we simplify processes or use innovative approaches like spoken reports? How can we ensure we're funding the additional staff time required for this work on their side?

- Risk management: how do we balance/manage the need for minimising financial/fiduciary and safeguarding risks, but also risks of over-burdening partners, risk of ‘NGO-isation’ of movements or other unintended consequences of bringing money into the sector?

Expected outputs

Output	Submission date
1. Detailed workplan and tools for scoping exercise (key questions, criteria for selecting participants etc.)	
2. Scoping Exercise findings report, including recommendations for potential grantee partner grassroots organisations; and movements, networks and stakeholders from which to derive local grants panel members	
3. Updated grants strategy and manual (draft versions to be submitted for feedback; then finalised following review process). If no adaptations are required, a short report explaining why the mechanism is fit for purpose, meeting the needs of the local context/stakeholders.	

Payment Schedule

An invoice should be raised following the submission and approval of the expected outputs

Deliverable #	Deliverable	% Amount due
1	Workplan and Tools for Scoping Exercise	20%
2	Scoping exercise findings	40%
3	Updated grants strategy and manual	40%
	Total Amount	100%

Contract Management and Reporting arrangements

The Consultant will liaise with and report to the Grants Lead and work closely with consortium partners.

All contractual and administrative matters will be managed by Assistant Programme Manager.